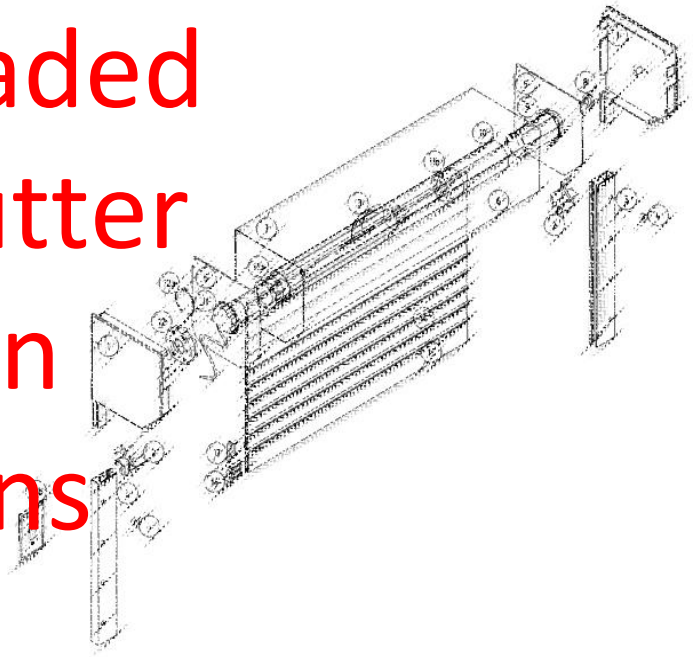
ALUTECH
shutter and shade solutions

Spring Loaded Roller Shutter Installation Instructions



This manual is provided only as a quick reference guide and may not apply to every application and/or variance of shutter. For more help with installation instructions, please contact your local sales representative.

Alutech assumes no responsibility for any loss or damage resulting from the improper installation of a roll shutter. Check local building codes prior to installation. For hurricane rated shutters, please follow the engineering installation instructions listed for individual Alutech products on www.floridabuilding.org.

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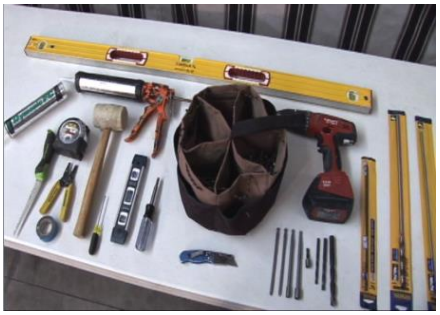
	This operating manual contains important safety instructions. To ensure safety, please follow these instructions.
	Possible danger to life and property A failure to observe these warnings could produce dangerous results which may lead to heavy property damage, severe injuries, and/or death.
	Important advice for the proper usage of the system A failure to observe these warnings may result in property damage and/or facilitate the risk of injury.
	Reference to enclosed documents, useful hints and practical information The information included in these instructions serve as a guide for proper use and handling.

Getting Started

Tools Needed:

1. Electric Drill
2. Level Set
3. Misc. Hand Tools
4. Misc. Drill Bits
5. Carpenters Knife



CHECKING YOUR SUPPLIES

Your shutters come professionally packed for safe shipping. It's YOUR responsibility to inspect for damages immediately. Indicate on the freight bill any visible damage to cartons. Be sure the number of boxes you sign for matches the number you receive.

Check package contents

For every installation you should have:

1 - Shutter box
1 - Curtain
2 - Guide or side rails,
2 - Pack out – angle or tubing (if required)
1- Accessories bag (packed inside the shutter box)

PREPPING THE SHUTTER

It is important to make sure during preparation and installation that painted surfaces aren't scratched and/or that the components aren't damaged. Remove the front hood cover of the shutter box. There is a protective film on the hood and the box. It can be removed at this point or after final installation. Additional accessories will be packaged in a separate bag inside of the shutter box. Check the shutter housing measurements to ensure that it meets desired requirements.

1. Prepare the shutter box.

- Remove front cover by taking out the 4 – ¼" tek screws.
- Peel the protective film from the shutter box and cover.
- Drill 2 – ¼" holes in the back lip of the side caps for mounting the shutter box to the structure.

INSTALLING THE PACK OUT

*At this point, it's a good idea to **double check the measurements** of the shutter. Checking the measurement of the guides is imperative when installing multiple shutters.*

2. Install the pack out.

- Measure and mark placement of the side pack out.
- Attach the side pack out with a single screw and make sure that it is plumb and square. Continue adding the remaining fasteners.
- Move and re-install the exit signs after installation.

*Proper alignment of the pin to the rails is extremely crucial to the overall system. Be careful **NOT** to break the pin off.*

3. Guide | Track to guide pin installation

- Lay the box flat, or hold at an upwards angle
- Slide the track into the side caps guide pin

***CAUTION:** The weight of a shutter can be in excess of 200 lbs. If the shutter isn't handled properly, serious injury and/or death may occur. Please take the proper precautions when lifting shutters.*

4. Placement | standing of security shutter

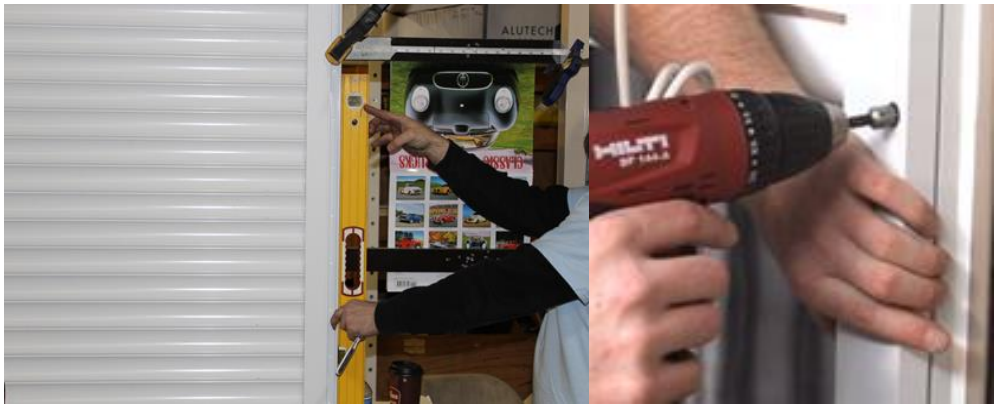
- Hoist or lift the loaded shutter housing along with guides \ tracks into position.
  - *Use a manual lift, or extra manpower, if needed.*
- Push shutter back towards wall holding into place for next step

OPTIONAL: install the tracks and then hoist the shutter up and drop them into the tracks.

CAUTION: *Please make sure the shutter is properly square. Also, make sure that it runs properly. MOST IMPORTANTLY, make sure the shutter is anchored to the structure. Failure to do so may cause the shutter to fall, resulting in severe injury and/or death.*

5. Installation of shutter guides | tracks

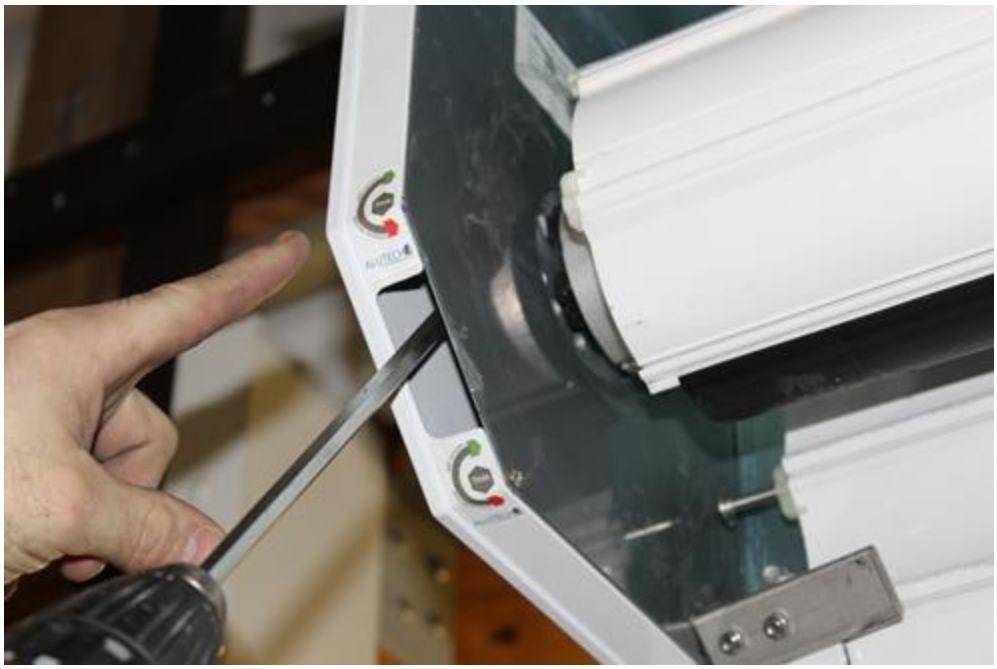
- Attach an anchor in top gude \ track mounting hole to keep shutter in place
- Using level, ensure the shutter track are plum.
- Attach anchor in bottom guide\track mounting hole to keep in place
- Attach remaining anchors in to mounting holes



This step is not always required. Only make adjustment if shutter will not remain down .The tensioning tool is located within your accessories bag.

6. Adjusting the tension of counter balance

- Pull curtain down to floor
- Insert tension tool into tension adjuster located inside endcap
- Begin to twist tension tool in the direction of the labels provided on the endcap edge



CAUTION: *Make sure the shutter housing is anchored to the structure. Failure to do so may cause the shutter to fall, resulting in severe injury and/or death.*

7. Attaching the shutter box

- Pull shutter curtain down and fasten the back of the box to the wall / mullion.
- This must be done on both side of the shutter box

The flute stops are found in your accessories bag. If you do not install the flute stops, the shutter will uncoil inside of the housing.

8. Install the flute stops and metal cone.

- Remove the nuts on the 2 pre-installed bolts
- Place flute stop over the 2 bolts , and re-tighten the nuts over the stop.

The hole plugs will be located within your accessories bag. Be careful with the snap caps.

9. Installation of snap caps or plugs buttons.

- Start from the bottom up and outside in.
- A rubber mallet might be needed to assist in the process
- Be careful not to place the snap cap in backwards, this will cause a damage to the cap.

10. Lastly, clean the shutter.

- Using mild soap and water first mixture first
- For tough spots a degreaser can be used

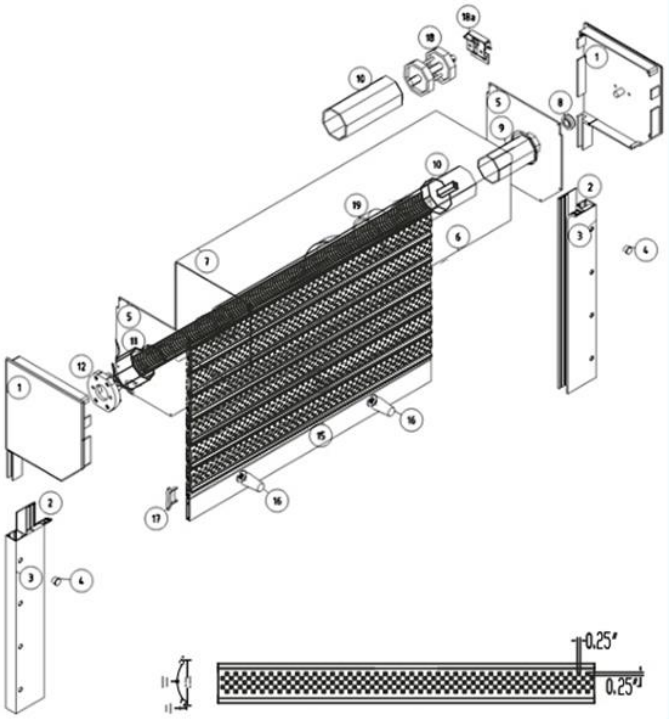
ACCESSORIES BAG CONTENTS

These are the most common contents found in the accessories bag, which is located in each positions housing .

Contents

1. Pull down handle
2. ½" locking hole plugs
3. #12 self drilling screws
4. Hood cover screw caps
5. Metal conical stops, with screws
6. Metal flute stopper
7. 7mm tensioning adjustment tool

Counter balance | spring loaded rolling shutter diagram standard design



1) End caps
2) Rail Flute
3) Side rails
4) Hole Plug
5) Safety Plate
6) Housing Front
7) Housing Back
8) Idler Bearing
9) Idler
10) Roller Tube (axle)
11) Spring
12) Spring Bracket
15) Curtain
16) Cone stopper, options avail.
17) Curtain side lock
18) Heavy Idler, option
18A) Heavy Idler bracket, option
19) Adaptor ring

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